

**Sacramento Safety Committee Quarterly Meeting**  
**September 26, 2001**  
**1001 I Street, Conference Room 550**

Those who attended: Michael Werst, Dave Gray, Julie Solomon, Raak Veblen, Merla Hoig, Rachel Kirlis, Susan Paul, Gayle Yost, Socorro Watkins, Lynn Baker, Donald Taylor, Cindy Castronovo, Larry Morris, Terri Peterson, Linda Harvey and Cindy Francisco.

September 11 Concerns

We discussed concerns that employees had since the terrorist attack on September 11 and have been given some answers:

- *CAPS has a concern about Loading Dock Security*  
The Dock Master controls the dock whenever it is in operation. The Property Management Office has the authority to shut down the loading dock at any time.
- *The 23<sup>rd</sup> Floor has a concern about the gap between the door and the floor leading into the Area of Refuge.*  
The stairwells are positive pressurized, the space has to be there to keep it positive. When the alarm goes off the fans start blowing, the force of the air would keep any smoke from entering through under the door.
- *Why an employee who reported their badge lost did not have it canceled immediately? Property Management had the employee wait until 5:00 pm before canceling it.*  
When you cancel a card, it is gone forever. What Property Management did was disable the card, so no one could use it, until they determined that it was for sure gone. Property Management has had so many people a day who think they lost their card, but it turns up. It is a lot of extra work to make a new card, so the card was disabled when it was reported and no one could have used it during that time.
- *In event that something harmful is released into the air, can this building immediately shut down the intakes?*  
Craig Sheehy says, "As fast as we can get to the Fire Control Room." The Fire Control Room is located nearby the Property Management Office.

Log 200 Review

The current Cal/OSHA Log 200 was discussed. Nineteen claims have been filed so far this calendar year. Donald Taylor, Cindy Castronovo and Michael Werst (MLD representatives) requested the Log 200 for injuries that occurred in El Monte.

Safety Meeting Ideas

The October Safety Meeting Ideas contained information about changes in security for airlines.

#### Annual Drills

All ARB facilities should have evacuation drills once a year. 1001 I Street will have their evacuation drill during the week of October 15. The other facilities Emergency Action Coordinators should organize the annual drill for their building:

14&S -- Cindy Castronovo

13&T -- Michael Werst

13&V -- Gary Zimmerman

20&V -- Al Arnone

#### Annual Safety Inspections

Annual Safety Inspections are required once a year. Cindy Francisco will be organizing these inspections within the next few months. MLD-Sacramento will have their two buildings inspected on November 6.

#### Reporting Thefts

There have been some reports of thefts in the 1001 I Street building. Any thefts should be reported directly to Security so that they may investigate and possibly find the person and recover the stolen property.

#### The Next Meeting

The meeting will be scheduled for December 5 from 9:00 – 10:00 at 1001 I Street, Room 550.